



## **Frequently Asked Questions on the Annual Report and School Readiness Reporting Process**

**Q. AR-1, Lines 66, 68 and 69 – Should counties be reporting actual or budgeted expenditures?**

**Q. AR-2 – If counties jointly fund projects with other non-First 5 entities, should they report all children served with all funds (including leveraged) or a percentage share of the overall population served, based on the funding percentage?**

**Q. AR-2 worksheets – for services such as Early Education Provider Programs that serve providers exclusively, where do counties report provider ethnicity or language?**

**Q. What if counties have no compelling outcomes to report on for any of their AR-2 worksheets?**

### **AR-1: Fiscal and Expenditure**

**Q. AR-1, Lines 66, 68 and 69 – Should counties be reporting actual or budgeted expenditures?**

*Answer: Line 66: Counties report budgeted cash match for First 5 initiatives.*

*Line 68: Counties report funds set aside for their budget plan or sustainability plan only if the documentation meets the requirements explained in Appendices, page 19.*

*Line 69: This is an automatic calculation and requires no action on the part of the counties.*

### **AR-2: Demographic Worksheet**

**Q. AR-2 – If counties jointly fund projects with other non-First 5 entities, should they report all children served with all funds (including leveraged) or a percentage share of the overall population served, based on the funding percentage?**

*Answer: The AR-2 service data should correspond directly to the dollars reported on the AR-1. Therefore, counties should only report the number of children they served with First 5 funds.*

*Counties may need to make a judgment call in cases where they are partnering with other entities but providing an entire service. For example, if a county provides the funding for dental screenings at the same time their partner provides developmental screening, then the county would count all of the children served since they are providing dental screening to that number of children.*

*In situations such as this, counties should consider the following criteria when deciding how to allocate services:*

- *Materiality (consider the significance of this one issue in light of the overall reporting; will reporting one way significantly alter the picture of services statewide?)*
- *Reasonableness (counties should provide the greatest level of detail that is reasonable)*
- *Document methodology (keep a record of the decisions you made in reporting and the rationale so you can report consistently in future years)*

**Q. AR-2 worksheets – for services such as Early Education Provider Programs that serve providers exclusively, where do counties report provider ethnicity or language?**

*Answer: Ethnicity/language data is not required for Early Education Provider Programs for any other provider service worksheet (other than School Readiness Programs). This is consistent with last year's instructions.*

**Q. What if counties have no compelling outcomes to report for any of their AR-2 worksheets?**

*Answer: We ask that counties produce compelling outcomes to the best of their ability. In the event that you cannot provide this information, please indicate that on the form and be sure to include how you will collect outcome data in your local evaluation plan for next Fiscal Year.*